

APPENDIX G

End of Course Reporting Form

The End of Course Reporting Form must be submitted electronically. The form is located online. Each course needs to be reported on a separate form. For example, if the district gave an 8th grade Algebra I exam, World History and Physics exams, the district would need to report information for each of those exams on a separate form. Information that must be included on each reporting form includes:

- Type of Waiver (do not list “Multi-Course”). List the specific course waiver which is Credit before grade nine or Course Equivalency.
- The name of the school district administering the exam
- The name of the school
- The name of the Proctor (remember, faculty teaching waived courses must be South Dakota certified to teach not only the content area waived, but also the grade level at which they are offering instruction).
- Course name (Algebra I, Geometry, Physical Science, etc.)
- Student name
- Student ID number
- Student’s current grade level in school
- Percent correct on the exam

End of Course Reporting Form can be downloaded from <http://doe.sd.gov/oats/DistrictEOC.aspx> (on the right-hand side of the page) and must be submitted electronically with all required information. Hard copies of this form will not be accepted.